

**Resolution of the Board of Health  
of Eastern Idaho Public Health  
Re: “Complaint Confidentiality” Policy**

**RECITALS**

WHEREAS Eastern Idaho Public Health (EIPH) receives calls from the public seeking support and investigation of complaints regarding matters within EIPH regulatory enforcement responsibility; and

WHEREAS Complaints may include food handling, sewage on the ground, garbage on property, water pressure issues, swimming pool concerns, etc.; and

WHEREAS Complaint conditions can lead to disease and health hazards that are threats to public health and within EIPH regularity enforcement responsibility, and

WHEREAS *IDAPA 16.05.01 - Use and Disclosure of Department Records, Section 075.03. Referent.* states, “Unless the individual is a witness in litigation, identifying information must not be disclosed about an individual who reported concerns relating to any Department responsibility...;” and

WHEREAS the identity of confidential sources is otherwise protected and should be protected in accordance with Idaho Code §74-105 and 74-124; and

WHEREAS it may be unlikely that EIPH’s Environmental Health staff will receive information and complaints from the public, if the complainants are informed their names will not remain confidential unless litigation ensues.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT:

1. EIPH will inform complainants that if they are willing to leave their name and contact information, EIPH will consider their complaint valid.
2. EIPH will investigate valid complaints.

3. EIPH will not release the name of the complainant unless the individual is a witness in litigation.

EASTERN IDAHO PUBLIC HEALTH  
BOARD OF HEALTH

By: \_\_\_\_\_  
Lee Staker  
Its: Chairman

*This policy shall be in effect from the date of its approval on November 19, 2015.*